



## **October 2019 Town Manger's Report**

### **Economic Outlook**

The Town collected \$4,309.49 in building permit fees during the month of October. There were two (2) building permits issued for new construction.

The Town received a check from the Recorder of Deeds in the amount of \$29,676.23 for realty transfer taxes (RTT) collected on our behalf during September. This amount will be set aside for future debt payments or capital projects.

The Town has collected more than 98% of the 2019 property tax levy. We will continue efforts to collect the outstanding amounts due.

Wastewater bills for October total \$53,897; water bills total \$29,758; service fees totaled \$13,441.

### **Voter Registration**

Administrative staff were present at the Heritage Shores Clubhouse on October 8<sup>th</sup> to give residents a special opportunity to register to vote in the Town of Bridgeville. Over 50 eligible voters were registered.

### **TNT Delaware Investments- S Main Subdivision**

Planning & Zoning approved the requested subdivision of the now vacant lot at 407 Delaware Avenue, which is owned by TNT Delaware Investments. The plan is to have two new homes constructed in the near future.

### **Cook Street Repaving Project**

The Town advertised for bids, with a deadline of 3:00 P.M. on November 8th. A pre-bid meeting was held on Wednesday, October 23<sup>rd</sup> at 2:00 P.M. at Town hall, with four contractors present. A site visit was conducted after the meeting for those interested in seeing the proposed work area.

### **Capstone Homes**

There will be a new company building homes in Heritage Shores. Capstone Homes has acquired their first building permit and construction of their first model home should begin in November.

Comp Plan- Map Amendments

This ordinance was recommended for approval by the Planning and Zoning Commission at their October 15<sup>th</sup> meeting. There will be a public hearing, followed by consideration of the ordinance by the Commissioners at their November 11<sup>th</sup> meeting.

Verizon Cell Tower

Verizon submitted a building permit application for the construction of the cell tower and associated improvements, per town code. The permit was reviewed and issued on 10/18/19. They plan to begin construction in early 2020.

Condemned Property @ 31 Gum Street

There has been no action taken as of yet. The deadline is October 20, 2019. If demolition is not done or an appeal isn't filed, the Town can take steps to have the work done and a lien placed on the property.

Security Improvements at Town Hall

The bid notice for the reception door and window replacement was advertised. We will be accepting bids up until 3:00 P.M. on November 8<sup>th</sup>. We will be replacing two doors in the reception area, as well as the glass window.

Backhoe Sale

The Town's Capital Budget for FY20 included the purchase of a new tractor with bucket and mowing attachments. The new tractor removes the need to keep our old backhoe. Sealed bids were requested with a deadline of 10/25/19 at 3:00 P.M. We received seven (7) bids; the backhoe was sold for \$5,550.00.

Balsamo & Norino Properties, LLC Annexation

The Municipal Plan of Services was completed and sent to the Office of State Planning for their review and approval, in advance of the November Commission meeting.

Code Enforcement

There were twenty-one (21) contacts made for code violations, with thirteen (13) formal notices of violations sent to property owners along with two (2) fines. There were eight (8) building permits issued during the month of October. Twenty-two (22) rental inspections were conducted.

Employment Anniversary's Upcoming in December

- N/a

Upcoming Events

- November 6<sup>th</sup> @ 6:00 P.M.- SCAT Meeting hosted by Bridgeville (BVFD)
- November 11<sup>th</sup> @ 7:00 P.M.- Commission Meeting
- November 19<sup>th</sup> @ 6:00 P.M.- Planning & Zoning Meeting
- November 25<sup>th</sup> @ 5:00 P.M.- Commission Workshop

Regular daily activities and duties were completed throughout the month, and weekly department meetings were held. Also attended necessary quarterly and monthly meetings pertaining to SCAT, DLLG and CMAD.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Jesse Savage", enclosed within a hand-drawn oval border.

Jesse Savage  
Town Manager